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REGULATIONS GOVERNING DEPARTMENTS,
ACADEMY OF MEDICAL SCIENCES USSR

The following regulations were approved by the Presidium, Academy of Medical Sciences USSR, on 12 May 1945.

A. Structure of a Department

1. The Charter of the Academy of Medical Sciences USSR provides for three departments: (1) Medicobiological Sciences; (2) Clinical Medicine; (3) Hygiene, Microbiology, and Epidemiology.

2. A department of the Academy of Medical Sciences USSR includes active, honorary, and corresponding members who are specialists in a particular field. A department consists of institutes dealing with related branches of medical science.

3. The principal agencies of scientific research work of a department are scientific research institutions (institutes, independent laboratories, and others) which constitute a department.

4. The directing authorities of a department are its assembly and bureau.

5. In accordance with Article 9 of the Charter of the Academy of Medical Sciences USSR, active, honorary and corresponding members of the Academy have a deciding vote in assemblies of the department. Directors of institutes who are neither active nor corresponding members of the Academy of Medical Sciences, take part in general assemblies of a department with the right of a deciding vote on matters introduced by their institutions and a consultative vote on all other matters. The right to participate in elections of the Academy of Medical Sciences is enjoyed by honorary and active members.

6. The bureau of a department consists of the academician secretary of the department, his deputy, members of the bureau, and the scientific secretary of the department.

The academician secretary is elected for a 2-year period by the respective departments from among the active members of the Academy of Medical Sciences USSR. His appointment is subject to the approval of the General Assembly, Academy of Medical Sciences USSR.

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Elections of the members of the bureau of a department are held at least once every 2 years.

B. Rights and Duties of a Department

1. The principle tasks of a department are:

a. Scientific development of theoretical and practical problems in medicine and promoting the further expansion of medical science in accordance with the needs of public health, medical-sanitary requirements of national defense, the People's Commissariat of Public Health USSR, and higher government bodies, and plans of the General Assembly or Presidium, Academy of Medical Sciences.

b. Placing high priority problems in the field of medical science and general works of a scientific research institutes before appropriate medical scientific research institutions.

c. Scientific approbation of the most important discoveries and recommendations in the various branches of medical science.

d. Scientific examination of medical problems related to the work conducted by the department in accordance with instructions of the Presidium, Academy of Medical Sciences USSR.

e. Training of highly qualified scientific workers in the various branches of medicine.

2. In accordance with Article 26 of the Charter of the Academy of Medical Sciences USSR, a department carries out scientific supervision of institutions under the jurisdiction of the department.

a. The department formulates the plan for the more important works of the Academy of Medical Sciences USSR in the various sciences and presents it to the Presidium for approval and inclusion into the general plan for the Academy of Medical Sciences. The general plan is subsequently approved by the General Assembly, Academy of Medical Sciences USSR.

b. The department examines and submits for approval to the Presidium, Academy of Medical Sciences, work plans of institutes and other scientific institutions within its jurisdiction. The above procedure applies also to work plans of active members of the Academy of Medical Sciences.

c. The department controls the quality and time of completion of scientific works and receives and approves reports from its scientific institutions, active members of the Academy of Medical Sciences, and, in special cases, from individual scientific workers. Subsequently, these reports are submitted to the Presidium, Academy of Medical Sciences.

3. In accordance with Article 26 of the Charter of the Academy of Medical Sciences USSR, a department hears scientific reports and recommendations.

4. The department recommends certain works for reports to the General Assembly, Academy of Medical Sciences.

5. The department reviews and approves reports on the scientific activity of institutions and submits a collated report of its activities to the Presidium, Academy of Medical Sciences USSR.

6. The department approves outstanding works submitted by scientific institutions to the Presidium, Academy of Medical Sciences USSR, to be considered for prizes.

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7. The department organizes complex development of scientific problems utilizing the resources of institutions under its jurisdiction and refers to the Presidium, Academy of Medical Sciences USSR, recommendations on problems for organization of complex problems which involve several departments.

8. The department submits, for approval, to the Presidium, Academy of Medical Sciences, organizational plans of scientific conferences, meetings, lectures, displays, expeditions, and special teams and other measures for improving scientific work in a given field of science.

9. In the election of active, honorary, and corresponding members the department receives from the Presidium Academy of Medical Sciences, all materials on proposed candidates, hears the report of the Academician Secretary of the department on these candidates, approves them, and, at the same meeting, elects, by secret ballot, candidates to fill existing vacancies. A department enjoys the right to propose candidates for honorary membership in the academy. Election of honorary members is conducted by the General Assembly of the Academy of Medical Sciences USSR.

10. A department selects and submits for approval to the Presidium and General Assembly, Academy of Medical Sciences, the names of candidates for positions as directors of scientific institutions.

11. All problems related to the organization of new institutions, revision of structure, etc., which require a decision by the Presidium and General Assembly, Academy of Medical Sciences USSR, or some other higher organization, must be accompanied by a resolution of the department.

12. The department, at its assemblies, examines scientific and other problems which fall within its jurisdiction, adopts solutions in appropriate cases, and also approves all important measures and decisions of its bureau.

13. The department has its own press to print documents on subjects covered by the department.

C. Bureau of a Department

1. The bureau of a department arranges the meetings of the department and approves the dates for holding them.

2. The bureau of a department during the interval between assemblies of the department:

a. Undertakes scientific direction of institutes which constitute the department and approves their plans and reports.

b. Adopts decisions on questions related to the activity of a department which are subject to the approval of the Presidium or General Assembly of the department.

3. The bureau prepares a collated plan and report on the scientific research activities of institutions falling within the framework of the department and represents them at assemblies of the department.

4. The bureau of a department directs the training of graduate students for candidate's and doctor's degrees in various fields of specialization and, in particular:

a. Designates the chairman and members of the examining commission for acceptance of applicants for graduate studies for the candidate's degree.

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b. Organizes a commission for enrolling individuals in graduate courses for candidate's and doctor's degrees who are sponsored by active and corresponding members of the Academy of Medical Sciences USSR and who are not serving within the jurisdiction of the academy.

c. If there are in these cases decisions of the commission pertaining to the enrollment of individuals who have submitted applications for candidate or doctoral graduate courses, the commission carries out the decisions on their enrollment and presents these decisions for the approval of the Presidium of the academy.

d. Forwards conclusions on recommendations of institute directors to the Presidium of the academy regarding the dismissal of students seeking candidate or doctoral degrees.

e. Hears reports of institute directors, or their chief deputies, regarding the training of students seeking candidate or doctoral degrees.

5. The Bureau assigns duties to individual members of the bureau.

6. The bureau meets weekly.

D. Rights and Duties of the Academician Secretary of a Department

1. The academician secretary of a department:

a. Summons the bureau of the department.

b. Presides over general assemblies of the department and meetings of the bureau.

c. Acts as spokesman for the department before the Presidium, Academy of Medical Sciences USSR, on all problems involving the department.

d. Handles correspondence in the name of the department.

e. Directs the administrative work of the department.

f. Between meetings of the bureau, the academician secretary decides on all matters affecting the department, exclusive of those mentioned above, and subsequently submits a report to the bureau of the department.

g. Acts as chairman of all competition commissions for the admission of doctoral candidates graduate courses at institutes under the jurisdiction of the department.

2. The academician secretary of a department annually prepares an explanatory memorandum containing an accounting and the proposed work plan of a department and reflecting the department's scientific position in the general status of sciences.

3. The academician secretary of a department annually submits to the Presidium of the academy explanatory memoranda regarding the work plan of the department and the collated report on the results of scientific activity of the department, indicating in these memoranda the relationship of scientific research works completed by the department of the general status of medical science in the field represented by the department.

4. The academician secretary is responsible for his activity to the General Assembly of the Academy of Medical Sciences USSR. Between sessions of the assembly, he is accountable to the Presidium, Academy of Medical Sciences USSR.

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